It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

CITY OF MENASHA
PLAN COMMISSION
Council Chambers
140 Main Street, Menasha

June 1, 2010
3:30 PM

AGENDA

3:30 PM – Informal Public Hearing – Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3
3:35 PM – Informal Public Hearing – Rezoning of Carpenter Street Properties – R-2 to R-2A

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE
   1. Minutes of the April 6, 2010 Plan Commission Meeting

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
   Five (5) minute time limit for each person

E. DISCUSSION
   1. Easement Release – Natures Way

F. ACTION ITEMS
   1. Rezoning of Province Terrace Corridor Properties – R-1 and R-2 to C-3
   2. Rezoning of Carpenter Street Properties – R-2 to R-2A
   3. Certified Survey Map – 1220-1224 Carpenter Street

G. ADJOURNMENT

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
April 6, 2010
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35 p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, DPW Radtke and Commissioners Schmidt, Cruickshank and Homan

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Sturm

OTHERS PRESENT: CDD Keil and Pete Hensler

C. MINTUES TO APPROVE

1. **Minutes of the March 16, 2010 Plan Commission Meeting**
Moved by DPW Radtke, seconded by Ald. Benner to approve the March 16, 2010 Plan Commission meeting minutes.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. **Natures Way Easement Release**
CDD Keil reported on the progress the owner of 2008 Natures Way had made with securing easement releases.

2. **Comprehensive Plan – Future Land Use Plan Conflicts/Classifications**
Mayor Merkes and CDD Keil reviewed the areas where conflicts had been noted and where the land use classifications needed clarification. Commissioners discussed the relationship of the land use plan to zoning and gave consideration to how changing the plan and/or zoning may affect individual properties and neighborhoods. Staff if to prepare final recommendations for Plan Commission review and approval.

F. ACTION ITEMS

1. **Extraterritorial Plat Review – Lakeshore Manor, Lakeshore Drive – Town of Menasha**
CDD Keil reported that the documents related to the release of the highway easement had been reviewed and were acceptable to the City Attorney. Commissioners discussed site access, slope steepness relative to mowing, city and town jurisdiction, and text/labeling errors on the face of the plat. Motion by DPW Radtke, seconded by Ald. Benner to recommend approval of the extraterritorial plat with the condition that Lake Shore Drive be relabeled with Lakeshore as one word, that the City of Menasha be shown as part owner of Outlot 1 of CSM 6409, and that the spelling of Menasha be shown correctly on the plat notations.

The motion carried.

2. **Revised Menasha Portage Proposal**

CDD Keil reported that the Engineering Department had prepared revised plans for the portage sites. The revisions included reducing the width of the launch area at waters' edge from 16' to 8', changing the infill material in the Geomat on the easternmost portage from vegetation to aggregate, and installing a retaining wall on the westernmost side of the west portage in lieu of the 2.5 % slope as originally proposed.

Motion by Ald. Benner, seconded by DPW Radtke to recommend approval of the portages with the revisions as noted above.

G. ADJOURNMENT

Moved by Comm. Homan, seconded by Ald. Benner to adjourn at 5:30 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

Menasha

May 19, 2010

Dear Property Owner:

The City of Menasha will be holding public hearings regarding the proposed rezoning of properties on Province Terrace. The City of Menasha is notifying you in accordance with Section 13-1-142 of the Menasha Code of Ordinances, which requires notification of all property owners within 100 feet of the subject site. The City of Menasha Community Development Department is proposing to:

Rezone the following property from R-1 Single Family Residence District to C-3 Business and Office District:

Lot 10 Province Terrace Plat, City of Menasha, Calumet County.
Parcel 7-000001-10 (1173 Province Terrace)

Rezone the following properties in the Province Terrace Corridor from R-2 Two Family Residence District to C-3 Business and Office District:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 16, 17 and 18 Province Terrace Plat, City of Menasha, Calumet County.

Parcel 7-000001-01 (1253 Province Terrace)	Parcel 7-000001-07 (1221 Province Terrace)
Parcel 7-000001-02 (1269 Province Terrace)	Parcel 7-000001-08 (1205 Province Terrace)
Parcel 7-000001-03 (1285 Province Terrace)	Parcel 7-000001-09 (1189 Province Terrace)
Parcel 7-000001-04 (1269 Province Terrace)	Parcel 7-000001-16 (1196 Province Terrace)
Parcel 7-000001-05 (1253 Province Terrace)	Parcel 7-000001-17 (1212 Province Terrace)
Parcel 7-000001-06 (1237 Province Terrace)	Parcel 7-000001-18 (1228 Province Terrace)

Please see the enclosed map and public notice for more information.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, June 1 at 3:30 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, June 7, 2010 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street. If you have any questions, please contact me at the number listed below.

Sincerely,

Amy Kester
Principal Planner

enclosures

c: City of Menasha Plan Commission
City Clerk Deborah Galeazzi

140 Main Street • Menasha, Wisconsin 54952-3151 • (920) 967-3650 • Fax (920) 967-5272
www.cityofmenasha-wi.gov

CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha Plan Commission and Common Council will hold public hearings regarding the proposed rezoning of properties on Carpenter Street and the Province Terrace corridor. The City of Menasha Community Development Department is proposing to:

Rezone the following properties from R-2 Two Family District to R-2A Multi-Family, Zero Lot Line Residence District:

Lots 1, 2 and 3 of Certified Survey Map 1670, City of Menasha, Calumet County.

- Parcel 7-37-00 (1200-1204 Carpenter Street)
- Parcel 7-38-00 (1210-1214 Carpenter Street)
- Parcel 7-39-00 (1220-1224 Carpenter Street)

Rezone the following property from R-2 Two Family Residence District to C-3 Business and Office District:

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- Parcel 7-1-03 (1285 Province Terrace)
- Parcel 7-1-04 (1269 Province Terrace)
- Parcel 7-1-05 (1253 Province Terrace)
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- Parcel 7-1-16 (1196 Province Terrace)
- Parcel 7-1-17 (1212 Province Terrace)
- Parcel 7-1-18 (1228 Province Terrace)

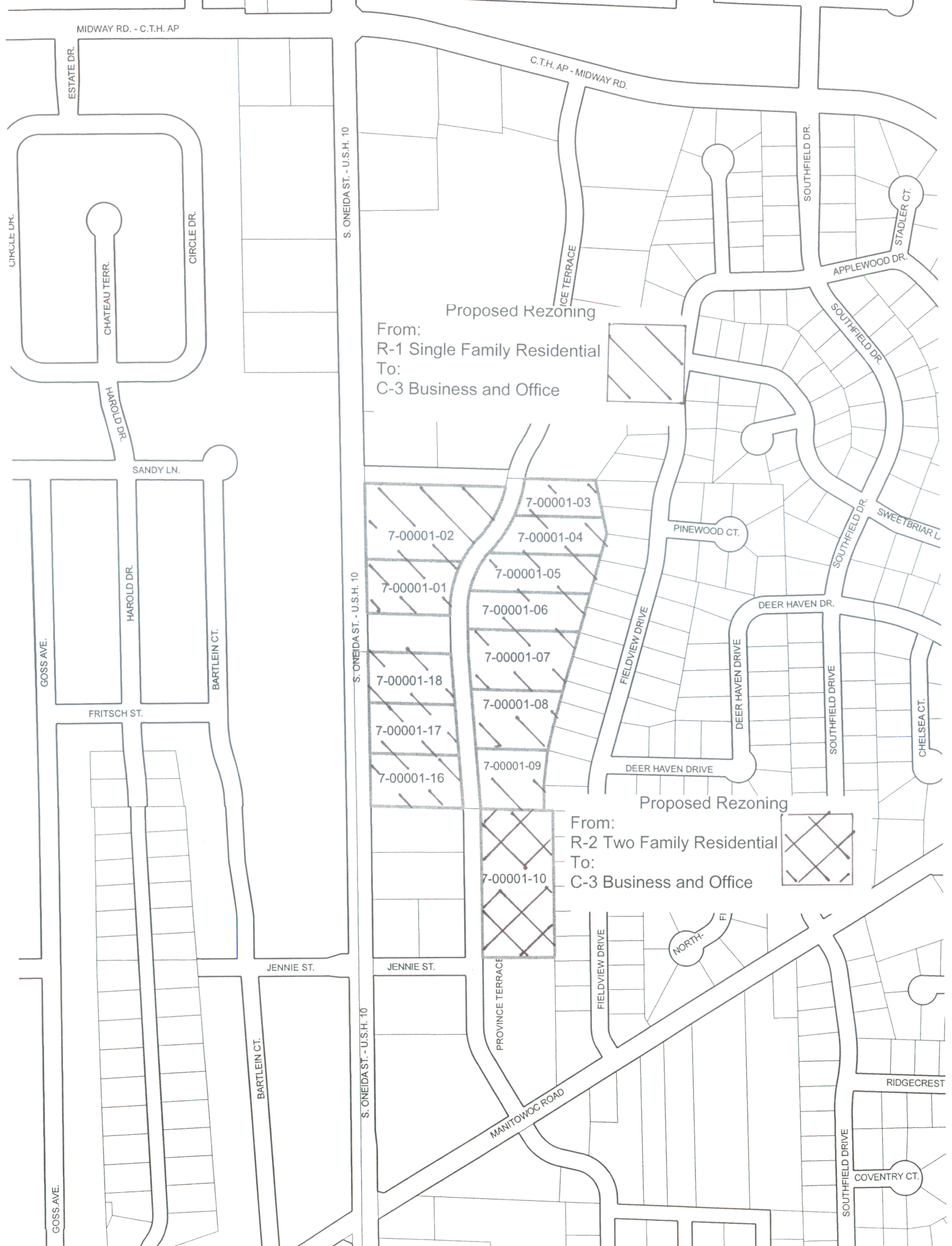
Public hearings will be held as follows:

Plan Commission
Date of Hearings: Tuesday, June 1, 2010
Time of Hearings: 3:30 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Common Council
Date of Hearings: Monday, June 7, 2010
Time of Hearings: 6:00 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Deborah A. Galeazzi
City Clerk

Publish: Monday May 24 and Sunday May 30


MIDWAY RD. - C.T.H. AP
ESTATE DR.
CIRCLE DR.
CHATEAU TERR.
CIRCLE DR.
HAROLD DR.
SANDY LN.
HAROLD DR.
GOSS AVE.
BARTLEIN CT.
FRITSCH ST.
S. ONEIDA ST. - U.S.H. 10
C.T.H. AP - MIDWAY RD.
ICE TERRACE
SOUTHFIELD DR.
STADLER CT.
APPLEWOOD DR.
SOUTHFIELD DR.
Proposed Rezoning
From:
R-1 Single Family Residential
To:
C-3 Business and Office
7-00001-03
7-00001-02
7-00001-04
7-00001-05
7-00001-01
7-00001-06
7-00001-07
7-00001-18
7-00001-08
7-00001-17
7-00001-09
7-00001-16
7-00001-10
PINEWOOD CT.
SOUTHFIELD DR.
SWEETBRIAR L
DEER HAVEN DR.
FIELDVIEW DRIVE
DEER HAVEN DRIVE
SOUTHFIELD DRIVE
CHELSEA CT.
DEER HAVEN DRIVE
Proposed Rezoning
From:
R-2 Two Family Residential
To:
C-3 Business and Office
JENNIE ST.
JENNIE ST.
PROVINCE TERRACE
FIELDVIEW DRIVE
NORTH-
BARTLEIN CT.
S. ONEIDA ST. - U.S.H. 10
MANITOWOC ROAD
RIDGECREST
SOUTHFIELD DRIVE
COVENTRY CT.
GOSS AVE.

City of Menasha

SPECIAL ZONING APPROVAL

Owner Rule Investments 3, LLC Case or Plan No. _____

Address 1220-1224 Carpenter St. Fee $520.00 ($350 rezoning, $150 Com Review, $10 per

Applicant (if different than Owner) Ryan Plisch, Manager of Rule Investments 3, LLC

Address Correspondence to: 4211 N. Lightning Dr. Appleton, WI 54913

Zoning R-2 Parcel Number(s) 70003900

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- [x] Rezoning
- [ ] Special Use
- [ ] Flood Plain Map Amendment
- [ ] Appeal or Variance
- [ ] PUD Plan Approval

Description of Request: Change zoning from R-2 to R-2A in order to allow the property to be converted into a zero-lot line condominium.

Owner/Agent _____
Signature

(If applicable) Formal Hearing _____

Informal Hearing _____ Notice Mailed _____

Notice Mailed _____ Notice Mailed _____

Action Taken: _____ 20____

- [ ] APPROVED
- [ ] DENIED

Conditions (if any): _____

CITY OF MENASHA
Public Hearing

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Date of Hearings: Monday, June 7, 2010
Time of Hearings: 6:00 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Deborah A. Galeazzi
City Clerk

Publish: Monday May 24 and Sunday May 30

FORM NO. 985-A

H.C. Miller

140

Doc# See Sheet at Calumet Tab

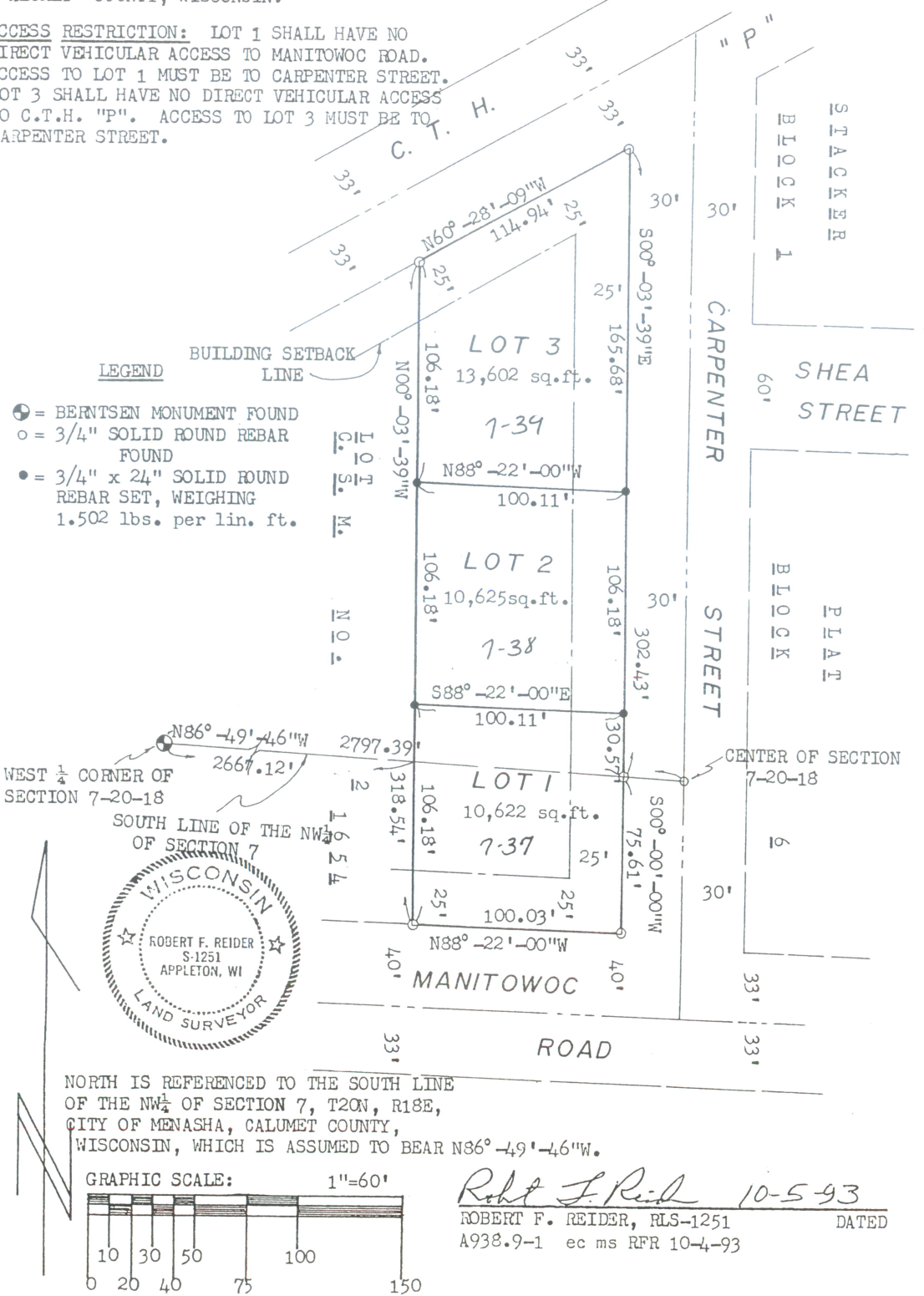
V. 11 P. 308

Doc # 234149

CERTIFIED SURVEY MAP NO. 1670

BEING ALL OF LOT 3 OF CERTIFIED SURVEY MAP NO. 1654 AS RECORDED IN VOLUME 11 OF CERTIFIED SURVEY MAPS, PAGE 253 AS DOCUMENT NO. 232305. BEING PART OF THE SOUTHEAST ¼ OF THE NORTHWEST ¼ AND THE NORTHEAST ¼ OF THE SOUTHWEST ¼, ALL IN SECTION 7, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

ACCESS RESTRICTION: LOT 1 SHALL HAVE NO DIRECT VEHICULAR ACCESS TO MANITOWOC ROAD. ACCESS TO LOT 1 MUST BE TO CARPENTER STREET. LOT 3 SHALL HAVE NO DIRECT VEHICULAR ACCESS TO C.T.H. "P". ACCESS TO LOT 3 MUST BE TO CARPENTER STREET.



LEGEND

- ◐ = BERNTSEN MONUMENT FOUND
- ○ = 3/4" SOLID ROUND REBAR FOUND
- ● = 3/4" x 24" SOLID ROUND REBAR SET, WEIGHING 1.502 lbs. per lin. ft.

NORTH IS REFERENCED TO THE SOUTH LINE OF THE NW¼ OF SECTION 7, T20N, R18E, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN, WHICH IS ASSUMED TO BEAR N86°-49'-46"W.

GRAPHIC SCALE: 1"=60'

0 10 20 30 40 50 75 100 150

Robt F. Reider 10-5-93

ROBERT F. REIDER, RLS-1251 DATED

A938.9-1 ec ms RFR 10-4-93

City of Menasha • Department of Community Development

Menasha

May 17, 2010

Town of Harrison Clerk
W5298 Hwy 114
Menasha, WI 5495

The City of Menasha will be considering the rezoning of the following parcels from R-2 Two Family Residence District to R-2A Multi-Family, Zero Lot Line Residence District:

- Parcel #7-37-00, 1200-1204 Carpenter Street
- Parcel #7-38-00, 1210-1214 Carpenter Street
- Parcel #7-39-00, 1220-1224 Carpenter Street

This rezoning will allow for the current two family use as well as zero lot line, condominium two family units. Please see the enclosed Certified Survey Map and public notice for more information.

The City of Menasha is notifying you in accordance with Section 13-1-142 of the Menasha Code of Ordinances, which requires notification of any municipality within one thousand (1,000) feet of any land to be affected by the proposed rezoning.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, June 1 at 3:30 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. A second public hearing before the Common Council will be held Monday, June 7, 2010 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning.

If you have any questions, please contact me at (920) 967-3652,

Sincerely,

Amy Kester
Principal Planner

enclosures

c: City of Menasha Plan Commission
City Clerk Deborah Galeazzi

140 Main Street • Menasha, Wisconsin 54952-3151 • (920) 967-3650 • Fax (920) 967-5272
www.cityofmenasha-wi.gov

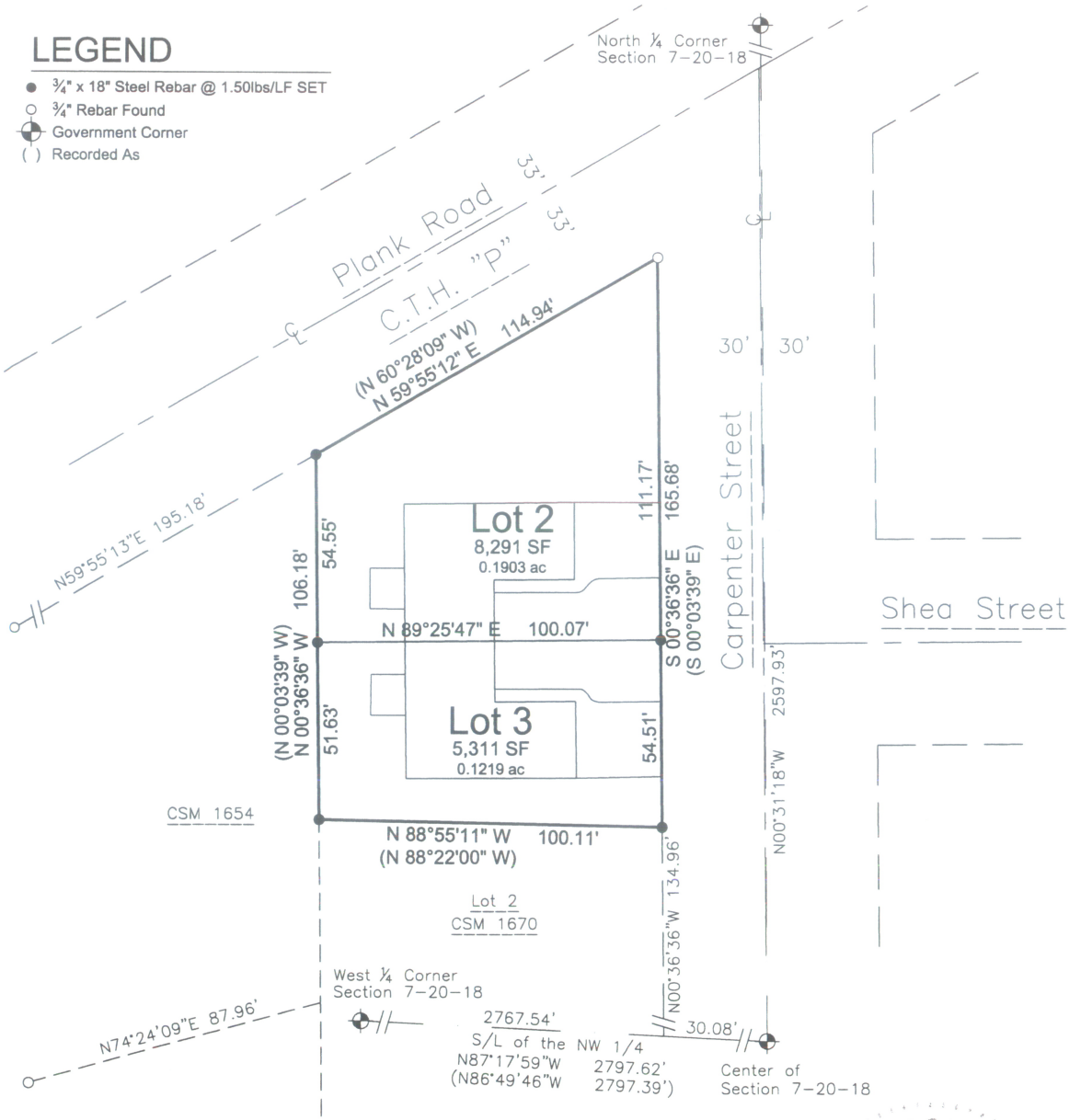
FORM NO. 985-A

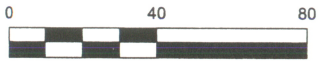
HCMiller

Stock No. 26273

Certified Survey Map No. _____

All of Lot 3 CSM 1670 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.





Bearings are referenced to the E/L of the SE ¼, assumed to bear S00°04'09"E based on the Calumet County Coordinate System

WISCONSIN
JAMES R
SEHLOFF
S-2692
DE PERE
WI
LAND SURVEYOR

23 APR 2010

James R. Sehloff Registered Land Surveyor No. S-2692 Date

Davel Engineering, Inc.
Civil Engineers and Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

Survey for:
Rule Investments 3, LLC
4211 North Lightning Dr
Appleton, WI 54913

File: 3535CSM.dwg
Date: 04/23/2010
Drafted By: jim
Sheet: 1 of 3

4/23/2010 11:38 AM J:\Projects\3535rul\dwg\Civil 3D\3535CSM.dwg Printed by: jim

FORM NO. 985-A

HCMiller

Stock No. 26273

Certified Survey Map No. _____

Surveyor's Certificate

I, James R. Sehloff, registered land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of Rule Investments 3, LLC, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is all of Lot 3 CSM 1670 being part of the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, containing 13602 Square Feet (0.3123 Acres) of land described as follows:

Commencing at the West 1/4 corner of Section 7; thence along the South line of the Northwest 1/4 of said Section 7, S87°17'59"E, 2767.54 feet to the West right of way line of Carpenter Street, thence along said West right of way line, N00°36'36"W, 134.96 feet to the Southeast corner of Lot 3 CSM 1670, being the point of beginning; thence along the South line of said Lot 3, N88°55'11"W, 100.11 feet to the West line of said Lot 3; thence along said West line, N00°36'36"W, 106.18 feet to the Southerly right of way line of C.T.H. "P"; thence along said Southerly line, N59°55'12"E, 114.94 feet to the West right of way line of Carpenter Street; thence along said West right of way line, S00°36'36"E, 165.68 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this 23 day of APRIL, 2010.

James R. Sehloff, Wisconsin Registered Land Surveyor No. S-2692

WISCONSIN JAMES R SEHLOFF S-2692 DE PERE WI LAND SURVEYOR

Owner's Certificate

Rule Investments 3, LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

In the presence of: Rule Investments 3, LLC

Managing Member

5-4-2010
Date

State of Wisconsin)
)SS
Outagamie County)

Personally came before me on the 4th day of May, 2010, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Lori L. Johnson
Notary Public, Wisconsin

My Commission Expires January 23, 2011

LORI L. JOHNSON NOTARY PUBLIC STATE OF WISCONSIN

Certified Survey Map No. _____

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Menasha and Calumet County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

_____ _____
City Treasurer Date

_____ _____
County Treasurer Date

Common Council Resolution

Resolved, this minor subdivision in the City of Menasha is hereby approved by the Common Council on

this _____day of _____, 20_____.

_____ _____
Mayor Date

_____ _____
Clerk Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:	Recording Information:	Parcel Number(s):
Rule Investments 3, LLC	Document No. 452075	070-0039

WISCONSIN JAMES R. SEHLOFF S-2692 DE PERE WI LAND SURVEYOR

James R. Sehloff 4/23/2010
James R. Sehloff Registered Land Surveyor No. S-2692 Date